

STATE BOARD MEETING DATE

January 26, 2009

SUBJECT: Consideration of Review Case No. C-2008-061R, Kim K. Ordway

SUBMITTED BY: Charles Easaw, Chief Investigator, Investigative Unit, State Board of Education

MANAGEMENT TEAM REVIEW: January 8, 2009

BACKGROUND INFORMATION:

Kim Ordway applied for a Secondary teaching certificate on February 28, 2008.

On her application for certification, Ms. Ordway answered “no” to having been arrested for an offense for which she was fingerprinted. However, she included court records which show that on August 25, 2006, a judgment of guilt to the offense of Theft, a class 3 Felony, was dismissed.

On April 21, 2008, the Investigative Unit mailed a letter to Ms. Ordway informing her that her application required a review by the State Board and requested that she submit additional documentation regarding an alleged incident of falsification of facts relating to her professional qualifications. This matter was brought to the attention of the Investigative Unit by Ms. Ordway’s prospective employer – a school district. The school district reported that Ms. Ordway presented what was believed to be a forged certificate. The certificate showed that Ms. Ordway allegedly held a Standard Secondary Education certificate and a Principal certificate, both having an expiration date of January 24, 2009.

A check of the Department of Education records indicates that Ms. Ordway holds a single certificate issued by the State Board – a Substitute certificate which expires on July 1, 2009.

Ms. Ordway was advised via certified mail that if she failed to respond to the request, the State Board would proceed with a review of her application. Alternatively, she could withdraw her application within 60 days of receipt of the letter. She did not respond to the request.

The Professional Practices Advisory Committee (“the PPAC”) reviewed Kim Ordway’s case on November 13, 2008, and made the following findings:

Ms. Ordway’s application is substantively incomplete because it is missing the required and requested documentation, pursuant to A.R.S. 15-534.01. Ms. Ordway failed to submit a notarized statement concerning the underlying incident, a minimum of four current letters of recommendation, all of which are expressly required.

The PPAC recommended that Ms. Ordway’s application for certification be denied as substantively incomplete.

BOARD ACTION REQUESTED: [] INFORMATION [X] ACTION/DESCRIBED BELOW:

That the Board accept the findings of fact, conclusions of law and recommendation of the PPAC and **deny Kim Ordway’s** application for being substantively incomplete.

ATTACHMENTS: YES [X] NO []